## FINANCIAL REPORT WITH SUPPLEMENTARY INFORMATION

Year Ended March 31, 2007

				JRES REP							
Local Go	vernmen	t Typ	e		Local Governmen				Coun		<u> </u>
		ship	🗀 Villag		Township of	Hulbert			Ch	nippewa	
Audit Dat March	e n 31, 20	07		Opinion Date May 12, 2	007	Date Accou		rt Submitted (	o State:		
We have	audited	the	financia	I statements	of this local unit on the of the Govern	of governm	ent and re	ndered an Standards B	opinion o	on financia ASB) and	al statements
Reporting Departme	g Form	at fo	or Financ	cial Statemen	ts for Counties	and Local	Units of (	Governmen	t in Mìch	<i>nigan</i> by	the Michigan
We affirm											
					the Audits of Loc			nt in Michig	an as re	vised.	
					istered to practice	•					
the repor	er aπirm t of con	i the imei	nts and r	g. "Yes" resp ecommendat	onses have beer ions	n disclosed	in the fina	ncial staten	nents, ind	cluding th	e notes, or in
You must	t check	the	applicab	le box for eac	h item below.						
☐ yes [	⊠ no	1.	Certain	component u	inits/funds/agenci	cies of the lo	ocal unit ar	re excluded	from the	financial	statements.
☐ yes [	⊠ no	2.		are accumulat s (P.A. 275 o	ed deficits in one f 1980).	e or more of	this unit's	unreserve	d fund ba	alances/re	etained
☐ yes [	⊠ no	3.	There a 1968, a	are instances s amended).	of non-complianc	ce with the	Jniform A	ccounting a	nd Budg	eting Act	(P.A. 2 of
☐ yes [	⊠ no	4.			plated the condition						Finance Act
☐ yes [	⊠ no	5.	The loc of 1943	al unit holds o	deposits/investme I [MCL 129.91], o	ents which or P.A. 55 o	do not con f 1982, as	nply with sta	atutory re MCL 38.	equiremer 1132]).	nts. (P.A. 20
☐ yes [	⊠ no	6.			en delinquent dis						her taxing
☐ yes [	⊠ no	7.	earned and the	pension bene	olated the Consti efits (normal costs credits are more ir).	s) in the cur	rent year.	If the plan	is more	than 100°	% funded
☐ yes [	⊠ no	8.	The loca 1995 (M	al unit uses ci ICL 129.241)	redit cards and ha	as not adop	oted an ap	plicable poi	icy as re	quired by	P.A. 266 of
☐ yes [	⊠ no	9.	The loca	al unit has no	t adopted an inve	estment pol	icy as requ	uired by P.A	A. 196 of	1997 (M	CL 129.95).
We hav	e encl	ose	d the fo	ollowing:				Enclosed		o Be warded	Not Required
The lette	er of cor	nme	nts and	recommenda	tions.			х		-	
Reports	on indiv	vidua	al federa	I financial ass	istance programs	s (program	audits).		<del>  -</del>		X
Single A	udit Re	ports	s (ASLG	U).							X
	bell, Ku		ntant (Firm er & Co								
Street Add 512 N	. Lincol	n, Si	uite 100,	P.O. Box 686	 3		City Bay City		State MI	<b>Zip</b> 4870	<del></del> 17
Accountar	nt Signat	ure		2(O.)P.(					.,,,,	1 -010	

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## CAMPBELL, KUSTERER & CO., P.C.

#### CERTIFIED PUBLIC ACCOUNTANTS

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#### INDEPENDENT AUDITOR'S REPORT

May 12, 2007

To the Township Board Township of Hulbert Chippewa County, Michigan

We have audited the accompanying financial statements of the governmental activities and each major fund of Township of Hulbert, Chippewa County, Michigan as of and for the year ended March 31, 2007, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Township of Hulbert's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Township of Hulbert, Chippewa County, Michigan as of March 31, 2007, and the respective changes in financial position thereof, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The Management's Discussion and Analysis and budgetary comparison information listed in the table of contents are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management, regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the Township's basic financial statements. The other supporting information described in the accompanying table of contents is presented for the purpose of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied by us in the audit of the basic financial statements and, in our opinion, it is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

CAMPBELL, KUSTERER & CO., P.C.

mpbell, Kustorn & CO., P.C.

Certified Public Accountants

### MANAGEMENT'S DISCUSSION AND ANALYSIS

For the year ended March 31, 2007

The Management's Discussion and Analysis report of the Township of Hulbert covers the Township's financial performance during the year ended March 31, 2007.

#### **FINANCIAL HIGHLIGHTS**

Our financial status remained stable over the last year. Net assets at March 31, 2007, totaled \$252,331.11 for governmental activities.

Overall revenues were \$143,472.27 from governmental activities. Governmental activities had a \$35,431.90 increase in net assets.

### OVERVIEW OF FINANCIAL STATEMENTS

This annual report consists of three parts, management's discussion and analysis, the basic financial statements and required supplementary information. The basic financial statements include two different kinds of statements that present different views of the Township and the notes to the financial statements.

The first two statements are entity-wide financial statements and provide both long and short-term information about our overall financial status. These statements present governmental activities.

The remaining statements are fund financial statements, which focus on individual parts of the Township in more detail.

The notes to the financial statements explain some of the information in the statements and provide more detailed data.

Required supplementary information further explains and supports the financial statement information with budgetary comparisons.

### **ENTITY-WIDE FINANCIAL STATEMENTS**

The entity-wide statements report information about the Township as a whole using accounting methods used by private companies. The statement of net assets includes all of the Township's assets and liabilities. The statement of activities records all of the current year revenues and expenses regardless of when received or paid.

The two entity-wide statements report net assets and how they have changed. Net assets are the difference between the entity's assets and liabilities and this is one method to measure the entity's financial health or position.

Over time increases/decreases in the entity's net assets are an indicator of whether financial position is improving or deteriorating.

To assess overall health of the entity you may also have to consider additional factors such as tax base changes, facility conditions and personnel changes.

All of the activities of the Township are reported as governmental activities. This includes the General Fund, the Fire Operating Fund and the Current Tax Collection Fund.

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

For the year ended March 31, 2007

#### **FUND FINANCIAL STATEMENTS**

The fund financial statements provide more detailed information about the Township's funds, focusing on significant (major) funds not the Township as a whole. Funds are used to account for specific activities or funding sources. Some funds are required by law or bond covenants. The Township Board also may create them. Funds are established to account for funding and spending of specific financial resources and to show proper expenditures of those resources.

The Township has the following types of funds:

Governmental funds: All of the Township's activities are included in the governmental category. These funds are presented on the modified accrual basis, which is designed to show short-term financial information. You will note that the differences between the Township's entity-wide statements and the fund statements are disclosed in reconciling statements to explain the differences between them. The Township's governmental activities include the General Fund and the Fire Operating Fund.

### FINANCIAL ANALYSIS OF THE TOWNSHIP AS A WHOLE

Our cash position in the governmental activities remains strong.

### FINANCIAL ANALYSIS OF THE TOWNSHIP'S FUNDS

The General Fund pays for most of the Township's governmental services and incurred expenditures of \$72,667.64.

### CAPITAL ASSET AND LONG-TERM DEBT ACTIVITY

The Township's governmental activities invested \$21,650.00 in capital assets.

The Township's governmental activities paid \$1,500.00 of principal on long-term debt.

### KNOWN FACTORS AFFECTING FUTURE OPERATIONS

The future of state revenue sharing is very clouded and it represents 12% of our income. We continue to grow in taxable values with little demand for infrastructure.

### **CONTACTING THE TOWNSHIP'S MANAGEMENT**

This financial report is designed to provide our taxpayers, creditors, investors and customers with a general overview of the Townships finances and to demonstrate the Township's accountability for the revenues it receives. If you have any questions concerning this report please contact the Township Clerk or Township Treasurer at Box 128, Hulbert, Michigan 49748, or call 906-876-2353.

### GOVERNMENT-WIDE STATEMENT OF NET ASSETS March 31, 2007

ASSETS: CURRENT ASSETS: Cash in bank Taxes receivable	Governmental <u>Activities</u> 187 800 55 <u>11 962 35</u>
Total Current Assets	199 762 90
NON-CURRENT ASSETS: Capital Assets Less: Accumulated Depreciation	234 005 06 (100 436 85)
Total Non-current Assets	133 568 21
TOTAL ASSETS	333 331 11
LIABILITIES AND NET ASSETS:	
LIABILITIES: CURRENT LIABILITIES	_
Total Current Liabilities	
NON-CURRENT LIABILITIES: Bonds payable	81 000 00
Total Non-current Liabilities	81 000 00
Total Liabilities	<u>81 000 00</u>
NET ASSETS: Invested in Capital Assets, Net of Related Debt Unrestricted	52 568 21 199 762 90
Total Net Assets	252 331 11
TOTAL LIABILITIES AND NET ASSETS	333 331 11

## GOVERNMENT-WIDE STATEMENT OF ACTIVITIES Year ended March 31, 2007

		Program Revenue		Governmental Activities	
FUNCTIONS/PROGRAMS	Expenses	Charges for Services	Capital Grants - Contributions	Net (Expense) Revenue and Changes in Net Assets	
Governmental Activities:					
Legislative	1 440 00	-	-	(1 440 00)	
General government	47 980 37	3 507 66	-	(44 472 71)	
Public safety	36 824 95	-	350 00	(36 474 95)	
Public works	3 796 45	-	=	(3 796 45)	
Culture and recreation	8 461 64	-	-	(8 461 64)	
Other	5 927 60	-	-	(5 927 60)	
Interest on long-term debt	<u>3 609 36</u>		<u> </u>	(3 609 36)	
Total Governmental Activities	108 040 37	3 507 66	350 00	(104 182 71)	
General Revenues:					
Property taxes				56 293 94	
Other taxes				23 016 00	
State revenue sharing				17 234 33	
Interest				4 719 18	
Miscellaneous				<u>38 351 16</u>	
Total General Revenues				<u>139 614 61</u>	
Change in net assets				35 431 90	
Net assets, beginning of year				216 899 21	
Net Assets, End of Year				<u>252 331 11</u>	

## BALANCE SHEET – GOVERNMENTAL FUNDS March 31, 2007

Assets	<u>General</u>	Fire Operating	Total
Cash in bank Taxes receivable Due from other funds	139 144 73 7 230 51 32 11	48 623 71 4 731 84	187 768 44 11 962 35 32 11
Total Assets	<u>146 407 35</u>	53 355 55	199 762 90
Liabilities and Fund Equity			
Liabilities Total liabilities		<del>-</del>	<u>-</u>
Fund equity: Fund balances: Unreserved:			
Undesignated Total fund equity	<u>146 407 35</u> 146 407 35	<u>53 355 55</u> 53 355 55	199 762 90 199 762 90
Total Liabilities and Fund Equity	146 407 35	53 355 55	199 762 90

### RECONCILIATION OF BALANCE SHEET OF GOVERNMENTAL FUNDS TO THE STATEMENT OF NET ASSETS March 31, 2007

TOTAL FUND BALANCES – GOVERNMENTAL FUNDS	199 762 90
Amounts reported for governmental activities in the statement of net assets are different because –	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds balance sheet:	
Capital assets at cost Accumulated depreciation	234 005 06 (100 436 85)
Long-term debt liabilities are not due and payable in the current period and therefore are not reported in the governmental funds:	

TOTAL NET ASSETS - GOVERNMENTAL ACTIVITIES 252 331 11

# STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES – GOVERNMENTAL FUNDS Year ended March 31, 2007

Revenues: Property taxes Other taxes State grant	34 122 48	22 171 46	
Other taxes State grant		22 171 <i>I</i> G	
State grant			56 293 94
	20 898 66	2 117 34	23 016 00
	-	350 00	350 00
State revenue sharing	17 234 33	-	17 234 33
Charges for services – PTAF	3 507 66	-	3 507 66
Interest	3 700 65	1 018 53	4 719 18
Miscellaneous	<u>17 334 18</u>	<u>21 016 98</u>	38 351 16
Total revenues	96 797 96	<u>4</u> 6 674 31	143 472 27
Expenditures:			
Legislative:			
Township Board	1 440 00		
General government:	1 440 00	-	1 440 00
Supervisor	2 222 22		
Elections	3 600 00	-	3 600 00
Assessor	2 710 23	-	2 710 23
Clerk	4 699 96	-	4 699 96
Board of Review	3 848 58	-	3 848 58
	776 02	_	776 02
Treasurer	3 916 58	-	3 916 58
Building and grounds	15 440 59	-	15 440 59
Cemetery	1 116 50	-	1 116 50
Unallocated	4 928 58	_	4 928 58
Public safety:			7 320 30
Liquor law enforcement	833 55	_	833 55
Fire protection	-	23 919 97	
Public works:		20 3 19 97	23 919 97
Street lights	2 364 45		0.004.45
Sanitation	1 432 00	-	2 364 45
Culture and recreation:	1 432 00	-	1 432 00
Recreation	7 873 64		
Other:	7 073 04	-	7 873 64
Pension	2 112 60		
Insurance	2 112 60	-	2 112 60
Capital outlay	3 815 00		3 815 00
Debt service	6 650 00	15 000 00	21 650 00
	<u>5 109 36</u>	<del>-</del> -	5 109 36
Total expenditures	<u>72 667 64</u>	38 919 97	111 587 61
Excess (deficiency) of revenues over		•	<u></u>
expenditures	24 130 32	7 754 34	31 884 66
Fund balances, April 1	122 277 03	<u>45 60</u> 1 21	<u>16</u> 7 878 24
Fund Balances, March 31	<u>146 407 35</u>	53 355 55	199 762 90

# RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES Year ended March 31, 2007

### NET CHANGE IN FUND BALANCES - TOTAL GOVERNMENTAL FUNDS

31 884 66

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures; in the Statement of Activities, these costs are allocated over their estimated useful lives as depreciation

Depreciation Expense Capital Outlay

(19 602 76) 21 650 00

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Repayment of debt principal is an expenditure in the governmental funds, the repayment does not have an effect in the statement of activities but does reduce the debt balance in the statement of net assets.

Principal payments on long-term debt

1 500 00

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES

35 431 90

## NOTES TO FINANCIAL STATEMENTS March 31, 2007

### Note 1 - Summary of Significant Accounting Policies

The accounting policies of the Township of Hulbert, Chippewa County, Michigan, conform to generally accepted accounting principles as applicable to governmental units.

#### Reporting Entity

The financial statements of the Township contain all the Township funds that are controlled by or dependent on the Township's executive or legislative branches.

The reporting entity is the Township of Hulbert. The Township is governed by an elected Township Board. As required by generally accepted accounting principles, these financial statements present the Township as the primary government.

### Government-Wide and Fund Financial Statements

The government-wide financial statements, (the Statement of Net Assets and the Statement of Changes in Net Assets) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. All the Township's government-wide activities are considered governmental activities.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include: (1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes, intergovernmental payments and other items not properly included among program revenues are reported as general revenue.

Major individual governmental funds are reported as separate columns in the fund financial statements.

### Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. When an expense is incurred for purposes for which both restricted and unrestricted net assets are available, restricted resources are applied first.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

## NOTES TO FINANCIAL STATEMENTS March 31, 2007

## Note 1 - <u>Summary of Significant Accounting Policies</u> (continued)

#### Governmental Funds

#### General Fund

This fund is used to account for all financial transactions except those required to be accounted for in another fund. The fund includes the general operating expenditures of the local unit. Revenues are derived primarily from property taxes, state and federal distributions, grants, and other intergovernmental revenues.

#### Special Revenue Fund

This fund is used to account for specific governmental revenues requiring separate accounting because of legal or regulatory provisions or administrative action.

#### Fiduciary Fund

The Current Tax Collection Fund is used to account for assets held as an agent for others.

### Assets, Liabilities and Net Assets or Equity

Bank deposits and investments – Cash and cash equivalent investments include cash on hand, demand deposits, certificates of deposit and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

#### Receivables

Receivables have been recognized for all significant amounts due to the Township. Allowances for uncollectible accounts have not been provided for in that collection is not considered doubtful and any uncollected amount would be immaterial

#### Inventories

Inventories of supplies are considered to be immaterial and are not recorded.

#### **Property Taxes**

Property taxes and other revenue that are both measurable and available for use to finance operations are recorded as revenue when earned.

Properties are assessed as of December 31 and the related property taxes become a lien on December 1 of the following year. These taxes are due on February 14 with the final collection date of February 28 before they are added to the county tax rolls. The 2006 tax roll millage rate was 7.5774 mills, and the taxable value was \$7,434,166.00.

#### Encumbrances

Encumbrances involving the current recognition of purchase orders, contracts and other commitments for future expenditures are not recorded.

## NOTES TO FINANCIAL STATEMENTS March 31, 2007

### Note 1 - Summary of Significant Accounting Policies (continued)

#### Capital Assets

Capital assets are defined by the Township as assets with an initial cost of more than \$2,500.00 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost. Donated assets are reported at estimated fair market value at the date of donation. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Buildings, additions and improvements
Furniture and equipment

15-40 years 5-15 years

### Compensated Absences (Vacation and Sick Leave)

Employees are not allowed to accumulate vacation and sick pay.

#### Post-employment Benefits

The Township provides no post-employment benefits to past employees.

#### **Fund Equity**

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

#### Note 2 - Budgets and Budgetary Accounting

The following procedures are followed in establishing the budgetary data reflected in these financial statements:

- 1. Prior to the beginning of the fiscal year, the proposed budget for each budgetary fund is submitted to the Township Board for consideration.
- 2. The proposed budgets include expenditures as well as the methods of financing them.
- 3. Public hearings are held to obtain taxpayer comments.
- The budgets are adopted at the activity level by a majority vote of the Township Board.
- 5. The budgets are adopted on the modified accrual basis of accounting.
- 6. The originally adopted budgets can be amended during the year only by a majority vote of the Township Board.
- The adopted budgets are used as a management control device during the year for all budgetary funds.
- 8. Budget appropriations lapse at the end of each fiscal year.

## NOTES TO FINANCIAL STATEMENTS March 31, 2007

#### Note 2 – <u>Budgets and Budgetary Accounting</u> (continued)

9. The budgeted amounts shown in these financial statements are the originally adopted budgets with all amendments that were approved by the Township Board during the fiscal year.

#### Note 3 – Deposits and Investments

Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in the accounts of federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or federal agency obligation repurchase agreements; banker's acceptance of United States banks; commercial paper rated within the two highest classifications, which mature not more than 270 days after the date purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan.

The Township Board has designated one bank for the deposit of Township funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investment in all investments authorized by state law as listed above.

The Township's deposits and investments are in accordance with statutory authority.

The Governmental Accounting Standards Board Statement No. 3, risk disclosures for the cash deposits are as follows:

	Carrying Amounts
Total Deposits	<u> 187 800 55</u>
Amounts in the bank balances are without considering deposits in transit or	uncleared checks.
	Bank Balances
Insured (FDIC) Uninsured and Uncollateralized	104 932 13 88 098 44
Total Deposits	193 030 57

The Township of Hulbert did not have any investments as of March 31, 2007.

#### NOTES TO FINANCIAL STATEMENTS March 31, 2007

#### Note 4 - Capital Assets

Capital asset activity of the Township's Governmental activities for the current year was as follows:

Governmental Activities:	Balance 4/1/06	Additions	Deletions	Balance 3/31/07
Buildings and improvements Equipment	136 559 06 75 796 00		<u>.</u>	136 559 06 97 446 00
Total	212 355 06	21 650 00	•	234 005 06
Accumulated Depreciation	(80 834 09)	(19 602 76)		(100 436 85)
Net Capital Assets	131 520 97	2 047 24		<u>133 568 21</u>

#### Note 5 – Changes in Long-Term Debt

A summary of changes in long-term debt follows:

	Balance <u>4/</u> 1/06	Additions	Deductions	Balance 3/31/07
U.S.D.A. Bonds Payable	<u>82 500 00</u>	<u>-</u>	<u> 1 500 00</u>	<u>81 000 00</u>
Total	82 500 00	-	1 500 00	81 000 00

### Note 6 - Bonds Payable - U.S.D.A

On June 30, 2004, the Township obtained \$85,130.00 of United States Department of Agriculture bonds. The scheduled annual principal payments vary from \$1,130.00 to \$5,000.00 and are due on November 1 during each of the next thirty years. The interest rate is 4.375% per annum. The principal balance outstanding on March 31, 2007, was \$81,000.00.

#### Note 7 – Pension Plan

The Township has a defined contribution pension plan covering all full-time employees. The Township contributes an amount of each employee's annual salary to the plan. Pension expense for the fiscal year ended March 31, 2007, was \$2,112.60.

### Note 8 - Deferred Compensation Plan

The Township does not have a deferred compensation plan.

#### Note 9 - Risk Management

The Township is exposed to various risks of loss related to property loss, torts, errors, omissions, and employee injuries (workers' compensation). The Township has purchased commercial insurance for property loss, torts and workers' compensation claims. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

## NOTES TO FINANCIAL STATEMENTS March 31, 2007

### Note 10 – Building Permits

The Township of Hulbert does not issue building permits. Building permits are issued by the County of Chippewa.

### Note 11 - Interfund Receivables and Payables

The amounts of interfund receivables and payables are as follows:

<u>Fund</u>	Interfund <u>Receivable</u>	<u>Fund</u>	Interfund Payable
General	32 11	Current Tax Collection	32 11

## BUDGETARY COMPARISON SCHEDULE - GENERAL FUND Year ended March 31, 2007

Revenues:	Original Budqet	Final Budget	<u>Actual</u>	Variance with Final Budget Over (Under)
Property taxes	20,000,00	22.22.		
Other taxes	29 296 00	29 296 00	34 122 48	4 826 48
State revenue sharing	16 821 00	16 821 00	20 898 66	4 077 66
Charges for services:	16 697 00	16 697 00	17 234 33	537 33
	2 400 00			
Property tax administration Interest	3 482 00	3 482 00	3 507 66	25 66
Miscellaneous	3 200 00	3 200 00	3 700 65	500 65
Miscellarieous	13 400 00	<u>13 400 00</u>	<u>17 334 18</u>	<u>3 934 18</u>
Total revenues	82 896 00	<u>82 896 00</u>	96 797 96	<u>13 901 96</u>
Expenditures: Legislative:				
Township Board	1 461 00	1 440 00	1 440 00	_
General government:			1 110 00	_
Supervisor	3 652 00	3 600 00	3 600 00	_
Elections	1 500 00	2 711 00	2 710 23	(77)
Assessor	4 620 00	4 700 00	4 699 96	(04)
Clerk	3 751 00	3 849 00	3 848 58	
Board of Review	800 00	777 00	776 02	(42)
Treasurer	3 751 00	3 920 00	3 916 58	(98)
Building and grounds	19 745 00	15 463 00	15 440 59	(3 42)
Cemetery	800 00	1 117 00	1 116 50	(22 41)
Unallocated	5 250 00	4 929 00	4 928 58	(50)
Public safety:		7 323 00	4 920 30	(42)
Liquor law enforcement Public works:	980 00	834 00	833 55	(45)
Street lights	2 400 00	2 365 00	2 364 45	(55)
Sanitation	1 100 00	1 435 00	1 432 00	(3 00)
Culture and recreation:				(0 00)
Recreation Other:	8 350 00	7 875 00	7 873 64	(1 36)
Pension	1 980 00	2 113 00	2 112 60	(40)
Insurance	3 410 00	3 815 00	3 815 00	(40)
Capital outlay	200 00	6 650 00	6 650 00	- -
Debt service	5 109 00	<u>5 110 00</u>	<u>5 109 36</u>	(64)
Total expenditures	68 859 00	72 703 00	72 667 64	(35 36)
Excess (deficiency) of revenues				
over expenditures	14 037 00	10 193 00	24 130 32	13 937 32
Fund balance, April 1	<del>_</del>		122 277 03	122 277 03
Fund Balance, March 31	14 037 00	10 193 00	<u>146 407 35</u>	136 214 35

## BUDGETARY COMPARISON SCHEDULE - FIRE OPERATING FUND Year ended March 31, 2007

	Original Budget	Final Budget	Actual	Variance with Final Budget Over (Under)
Revenues:		<u> </u>		<u>(Onder)</u>
Property taxes	19 375 00	19 375 00	22 171 46	2 796 46
Other taxes	2 100 00	2 100 00	2 117 34	17 34
State grant	350 00	350 00	350 00	-
Interest	-	-	1 018 53	1 018 53
Miscellaneous	2 500 00	2 500 00	<u>21 016 98</u>	<u>18 516 98</u>
Total revenues	24 325 00	24 325 00	<u>46 674 31</u>	22 349 <u>31</u>
Expenditures: Public safety:				
Fire protection	24 044 00	24 044 00	23 919 97	(124 03)
Capital outlay	<u>16 418 00</u>	<u>16 418 00</u>	15 000 00	(1 418 00)
Total expenditures	40 462 00	40 462 00	<u>38 9</u> 19 97	(1 542 03)
Excess (deficiency) of revenues				
over expenditures	(16 137 00)	(16 137 00)	7 754 34	23 891 34
Fund balance, April 1	<u>16 137 00</u>	<u>16 137 00</u>	45 601 21	29 464 21
Fund Balance, March 31		<u>-</u>	<u>53 355 55</u>	53 355 55

### GENERAL FUND EXPENDITURES BY DETAILED ACCOUNT Year ended March 31, 2007

Township Board	1 440 00
Supervisor	3 600 00
Elections	2 710 23
Assessor	4 699 96
Clerk	3 848 58
Board of Review	<del></del>
Treasurer	3 916 58
Township hall: Repairs and maintenance Contracted services Utilities Supplies Miscellaneous	1 450 50 6 289 00 5 036 49 94 16 2 570 44 15 440 59
Cemetery	1116 50
Unallocated: Administration Contracted services	3 262 85 1 665 73 4 928 58
Liquor law enforcement	833 55
Street lighting	<u>2 364 45</u>
Sanitation	1 432 00
Recreation	7 873 64
Pension	2 112 60
Insurance	381500
Capital outlay	6 650 00
Debt service	5 109 36
Total Expenditures	<u>72 667 64</u>

# CURRENT TAX COLLECTION FUND STATEMENT OF CHANGES IN ASSETS AND LIABILITIES Year ended March 31, 2007

<u>Assets</u>	Balance 4/1/06	Additions	Deductions	Balance 3/31/07
Cash in Bank	95	240 869 49	240 838 33	32 11
<u>Liabilities</u>				
Due to other funds Due to others	95	53 785 49 187 084 00	53 754 33 187 084 00	32 11
Total Liabilities	<u>95</u>	240 869 49	240 838 33	32 11

## CAMPBELL, KUSTERER & CO., P.C.

#### CERTIFIED PUBLIC ACCOUNTANTS

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## AUDIT COMMUNICATION AND REPORT OF COMMENTS AND RECOMMENDATIONS

May 12, 2007

To the Township Board Township of Hulbert Chippewa County, Michigan

We have audited the financial statements of the Township of Hulbert for the year ended March 31, 2007. As required by auditing standards generally accepted in the United States, the independent auditor is required to make several communications to the governing body having oversight responsibility for the audit. The purpose of this communication is to provide you with additional information regarding the scope and results of our audit that may assist you with your oversight responsibilities of the financial reporting process for which management is responsible.

## <u>AUDITOR'S RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES</u>

We conducted our audit of the financial statements of the Township of Hulbert in accordance with auditing standards generally accepted in the United States. The following paragraph explains our responsibilities under those standards.

Management has the responsibility for adopting sound accounting policies, for maintaining an adequate and effective system of accounts, for the safeguarding of assets, and for devising an internal control structure that will, among other things, help assure the proper recording of transactions. The transactions that should be reflected in the accounts and in the financial statements are matters within the direct knowledge and control of management. Our knowledge of such transactions is limited to that acquired through our audit. Accordingly, the fairness of representations made through the financial statements is an implicit and integral part of management's accounts and records. However, our responsibility for the financial statements is confined to the expression of an opinion on them. The financial statements remain the responsibility of management.

The concept of materiality is inherent in the work of an independent auditor. An auditor places greater emphasis on those items that have, on a relative basis, more importance to the financial statements and greater possibilities of material error than those items of lesser importance or those in which the possibility of material error is remote.

For this purpose, materiality has been defined as "the magnitude of an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement."

An independent auditor's objective in an audit is to obtain sufficient competent evidential matter to provide a reasonable basis for forming an opinion on the financial statements. In doing so, the auditor must work within economic limits; the opinion, to be economically useful, must be formed within a reasonable length of time and at reasonable cost. That is why an auditor's work is based on selected tests rather than an attempt to verify all transactions. Since evidence is examined on a test basis only, an audit provides only reasonable assurance, rather than absolute assurance, that financial statements are free of material misstatement. Thus, there is a risk that audited financial statements may contain undiscovered material errors or fraud. The existence of that risk is implicit in the phrase in the audit report, "in our opinion."

To the Township Board Township of Hulbert Chippewa County, Michigan

In the audit process, we gain an understanding of the internal control structure of an entity for the purpose of assisting in determining the nature, timing, and extent of audit testing. Our understanding is obtained by inquiry of management, testing transactions, and observation and review of documents and records. The amount of work done is not sufficient to provide a basis for an opinion on the adequacy of the internal control structure.

### SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies are described in Note 1 to the financial statements.

#### **OTHER COMMUNICATIONS**

Auditing standards call for us to inform you of other significant issues such as, but not limited to, 1) Accounting estimates that are particularly sensitive because of their significance to the financial statements or because of the possibility that future events affecting them may differ markedly from management's current judgments; 2) Significant audit adjustments that may not have been detected except through the auditing procedures we performed; 3) Disagreements with management regarding the scope of the audit or application of accounting principles; 4) Consultation with other accountants; 5) Major issues discussed with management prior to retention; and 6) Difficulties encountered in performing the audit.

We have no significant issues, regarding these matters, to report to you at this time. Audit adjustments were minimal, and are available to review.

## COMMENTS AND RECOMMENDATION REGARDING INTERNAL CONTROLS/ COMPLIANCE/ EFFICIENCY

Our procedures disclosed the following conditions that we would like to bring to your attention:

#### SEGREGATION OF DUTIES

A separation of duties between persons who authorize transactions and persons who have control over the related assets does not always exist.

The least desirable accounting system is one in which an employee is responsible for executing the transaction and then recording the transaction from its origin to its ultimate posting in the General Ledger. This increases the likelihood that intentional or unintentional errors will go undetected. In most cases, adequate segregation of duties substantially increases control over errors without duplication of effort.

We understand that due to the size of needed staff, a proper segregation of duties may be impractical and the "cost to benefit" relationship may not justify the addition of accounting staff to accomplish the desired segregation.

These conditions were considered in determining the nature, timing and extent of the audit tests to be applied in our audit of the Township's financial statements and this communication of these matters does not affect our report on the Township's financial statements, dated March 31, 2007.

#### <u>SUMMARY</u>

We welcome any questions you may have regarding the foregoing comments and we would be happy to discuss any of these or other questions that you might have at your convenience.

Sincerely,

CAMPBEL'L, KUSTERER & CO., P.C.

ampfell, kustoner & co.,P.C.

Certified Public Accountants